

NC-TOPPS CONFERENCE CALL MINUTES

September 17, 2012 -- 1:30-2:30 p.m.



Participants

- Alliance Behavioral Health: Hilda Smith
- CenterPoint: John Coble
- Coastal Care: Diocles Wells
- Cumberland: Rose-Ann Bryda, April Chambers
- Eastpointe: Brenda Carlyle
- MeckLINK Behavioral Healthcare: Berkley Moore
- Partners Behavioral Health: Carla Bradshaw
- PBH: Tracy Threatt, Jim Kinnan
- Sandhills: Jennifer Moree
- Smoky Mountain: Amy Seay
- Western Highlands: Leslie Kingsbury
- Division of MHDDSAS: Becky Ebron
- NCSU Center for Urban and Community Affairs (CUACS): Jaclyn Johnson, Matt Krist, Donna Hughes, Kathleen Snyder

1. **LME Roll Call**

2. **Updates Needed Notification Emails:** Matt Krist reported that all NC-TOPPS agencies will be able to receive automated emails for “updates needed” by the end of this week. This will be a summary of the “Updates Needed” report, but will not replace the actual tool. Agency superusers must opt in to receive these daily emails. There will be no names or consumer numbers, but they will have the number of updates needed for that particular day. LME superusers did not feel that this was something they needed for the LMEs. An email blast to the LMEs will be sent out later this week for them to forward to their agencies regarding this new feature. *UPDATE: LME contacts were emailed about this feature on September 20th.*

3. **Save the Date- NC-TOPPS Trainings November 28 or 29:** The Division would like to hold trainings on the NC-TOPPS 2.1 tools as well as how agencies can use their NC-TOPPS data. It was recommended that an LME superuser, along with someone from the LME QM and Training departments attend. LMEs were asked to let CUACS know by next week which day they want to sign up for. Becky asked if the LMEs would prefer to postpone this training until next spring because they are very busy until January. *UPDATE: Due to the busy schedules of LMEs preparing for 1915 (b)/(c) Waiver, these trainings will be postponed to a later date in 2013.*

4. **SA Residential Programs – less than 30 days:** Becky asked for feedback on how many agencies have SA residential programs less than 30 days with a 3400 license. Sandhills LME has two such programs and wanted clarification on whether NC-TOPPS is required for these consumers. There is no decision yet, but they probably won’t have to do NC-TOPPS for these programs. We will immediately send out the decision when it is final. However, the Guidelines won’t be changed until January, 2013.

5. **General Questions and Concerns from Conference Call Participants:**
There were no questions or concerns.

6. **Roll Call Updates**

7. **Next LME Monthly Call Meeting:** ***October 19, 2012 at 1:30 p.m.***